

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING
MINUTES
December 9, 2020**

This meeting was advertised in The Hunterdon Democrat, notice posted on the Alexandria Township Municipal Office front doors, and the Alexandria Township Website (www.alexandrianj.gov) at least forty-eight (48) hours prior to the meeting as required by the revised Open Public Meetings Act. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et, seq., and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9 ,2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Township of Alexandria does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Mayor and the Township Committee scheduled December 9, 2020 will be held electronically only.

Members of the public who wish to participate in the meeting may do so by calling 1-978-990-5000 followed by meeting number Access Code: 333891 at 7:35 PM.

Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. *A non-public dial in number will be used if executive session is required.*

Pursuant to DCA regulations, members of the public are permitted to submit written public comments. The Township Committee in advance of the remote meeting shall allow public comments to be submitted to the Clerk by electronic mail and in written letter form by noon the day of the meeting to clerk@alexandrianj.gov if electronic mail or Township of Alexandria, Attn: Township Clerk, 242 Little York-Mt. Pleasant Road, Milford, NJ 08848 if in written letter as shall be established and posted on the website (www.alexandrianj.gov) in advance of the remote public meeting. Public comments submitted prior to the remote public meeting through electronic or regular mail shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public with a time limit of three minutes to be placed on the reading of written comments, which shall be read from their beginning until the time limit is reached.

Meeting Called to order at 7:50 PM.

ROLL CALL:

PRESENT: Mayor Plumer, Committeeman Pfefferle, Committeeman Kiernan, Twp. Atty. Dragan

ABSENT: None

FLAG SALUTE:

Mayor Plumer led the flag salute.

OLD BUSINESS:

None

NEW BUSINESS:

- Award of a NJDOT Fiscal Year 2021 Municipal Aid Program for Schaaf Road III
The Township has been selected to receive funding from the New Jersey Department of Transportation's Fiscal Year 2021 Municipal Aid Program for Schaff Road, Section III in the amount of \$173,500.00.

CONSENT AGENDA:

All items listed with an asterisk on the agenda "*" are considered to be routine by the Township Committee and will be enacted by one motion. There will be no separate discussion of these items unless a Committee member or citizen requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

AEA Representative Judy Tucker noted that she was over at the barn to clean up and noticed some soft spots on the roof by the stalls. Ms. Tucker emphasized the importance of getting the roof replaced soon and if the roofer the Township will be using from the co-op will be able to proceed with the project because it will be done in 2021 and the quote was made in 2020. Township Clerk/Administrator Bobrowski noted that she contacted the builder about the time frame of the quote and the builder noted that the quote will carry over for 2021 and that work will proceed once authorization from the Township is given.

Motion/Roll Call: Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the resolutions below on the Consent Agenda.

Roll Call: Aye: Plumer, Kiernan, Pfefferle

Nay: None

Abstain: None

Motion Carried

- 2020-0129 Accept Funding for a Roof Replacement of the Park Barn

**RESOLUTION 2020 -0129 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY ACCEPTING FUNDING FOR REPLACEMENT OF THE
PARK BARN**

WHEREAS, the Township of Alexandria has received notice awarding funding from the County of Hunterdon Open Space Trust in the amount of \$120,000.00 to be used for the repairing and replacement of the Alexandria Park barn roof, as set forth in the certified resolution of the County Board of Freeholders, attached hereto and made a part hereof; and

WHEREAS, the Township has received a letter and check from the Alexandria Equestrian Association (AEA) providing a grant in the amount of \$50,000.00 to be used toward the specific purpose of repairing and replacing the aforementioned roof , and copies of the letter and check are attached hereto:

WHEREAS, the Township of Alexandria has on the books and records of its municipal Open Space Trust Fund, a Reserve for Future Cost at The Park Barn in the amount of \$100,000.

NOW, THEREFORE BE IT RESOLVED THAT the Township of Alexandria accepts the above funds to be used for the replacement of the barn roof at Alexandria Park; and

BE IT FURTHER RESOLVED THAT the Township Committee directs the C.F.O. to prepare a capital ordinance in the amount of \$270,000 for the replacement of the roof at the barn at Alexandria Park.

This Resolution shall take effect immediately.

- 2020-0130 Credit Card Payments for the Tax Collector Department

RESOLUTION 2020-0130 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO PROCESS ONLINE PAYMENT OPTIONS USING MUNICIPALPAY

WHEREAS, Alexandria Township Residents have expressed a need for online payment options; and,

WHEREAS, Municipalpay was reviewed and determined to offer residents the lowest services fees available at zero cost to the Township. The fees are 2.45% for credit card transactions and \$1.50 per ACH transaction. Municipalpay also proved to be most compatible with our current MSI Tax Collection Software ensuring fiscal responsibility.

NOW, THEREFORE BE IT RESOLVED, the Governing body of Alexandria Township does hereby authorize and direct the Tax Collector to use Municipalpay for online payment processing.

- 2020-0131 Establish a Business Non-Interference Policy

**RESOLUTION 2020-0131 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A BUSINESS NON-INTERFERENCE
POLICY**

WHEREAS, on November 12, 2020, New Jersey's Governor enacted executive order #195, delegating authority to counties and municipalities to regulate the operating hours of non-essential businesses after 8:00 p.m. to manage the recent surge in the corona virus; and

WHEREAS, the Governor's previous orders shutting down businesses throughout the state earlier in the year and restricting their re-opening has resulted in the closing of many businesses, tens of thousands of lost jobs, and economic devastation across New Jersey, and

WHEREAS, businesses presently in operation in the Township of Alexandria already require customers and employees to wear masks, observe social distancing, following health mandates as directed by the state government and the Centers for Disease Control (CDC); and

WHEREAS, the Governing Body of the Township of Alexandria believes that private businesses know far better than government how to ensure the protection of the health of their customers and employees, while still being economically feasible; and

WHEREAS, additional restrictions placed on private businesses, particularly restaurants and other small retailers, could result in their permanent closure which will lead to greater economic harm, additional layoffs, and the devastation of local downtowns for years to come;

NOW THEREFORE, BE IT RESOLVED, By the Governing Body of the Township of Alexandria that no action will be taken by the Township to interfere with, reduce the hours of, or close down private businesses in the Township of Alexandria under the circumstances authorized by Executive Order #195.

- 2020-0132 Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2020-June 2025

RESOLUTION 2020-0132 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT CYCLE JULY 2020-JUNE 2025

FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Delaware Valley Municipal Alliance grant for fiscal year R 2021 in the amount of:

DEDR	\$ <u>5,396.00</u>
Cash Match	\$ <u>1,349.00</u>
In-Kind	\$ <u>4,047.00</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Township Committee further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

- 2020-0133 Special Insertion of Special Item of Revenue

**RESOLUTION 2020-0133 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY INSERTION OF SPECIAL ITEM OF REVENUE**

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Township of Alexandria has received notice of an award of \$173,500.00 from the State of New Jersey, Department of Transportation, Fiscal Year 2021 Municipal Aid Program for Schaaf Road and wishes to amend its 2020 Budget to include this amount in the sum of \$173,500.00 which is now available as a revenue from:

Miscellaneous Revenue:

Special Item of General Revenue Anticipated with Prior

Written Consent of Director of Local Government Services

Public and Private -Revenues Offset with Appropriations

BE IT FURTHER RESOLVED that the like sum of \$173,500.00 Be and the same is hereby appropriated under the caption of

General Appropriations

(A) Operations – Excluded from “CAPS”

Public and Private Programs Offset by
Revenues

NJ DOT - Schaaf Road Part III

BE IT FURTHER RESOLVED that the Township Clerk forward by electronic transmission this resolution and the supporting letter from the State of New Jersey Department of Transportation to the Director of Local Government Services for approval.

- 2020-0134 Tax Sale Redemption for B-17.02, L-20

RESOLUTION 2020-0134 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TAX SALE REDEMPTION FOR B-17.02, L-20

WHEREAS, the Tax Collector has received redemption monies in the amount of \$10,639.68 from Roland Foglia, owner of NJ Real Estate Development Group, LLC to redeem Tax Sale Certificate No. 2019-002 for property know as Block 17.02, Lot 20, 540 Milford Frenchtown Road, Milford, NJ 08848, Assessed Owner: NJ Real Estate Development Group LLC that was sold on November 8thth, 2019; and

WHEREAS, certified funds have been received for redemption of said lien as of December 2, 2020,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, that the Chief Financial Officer be authorized to issue a refund check in the amount of \$9,953.71 and a premium refund check in the amount of \$5,500.00 to: FIG CUST FIGNJ19LLC & Sec PTY, PO BOX 54226, New Orleans, LA 70154.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Tax Collector and Chief Financial Officer.

- 2020-0135 2020 Appropriation Transfer # 1

RESOLUTION 2020-135 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR 2020 APPROPRIATIONS TRANSFERS #1

WHEREAS, various 2020 bills have been presented for payment in the calendar year of 2020, which represent obligations of the fiscal year 2020 and insufficient balances exist in the appropriate budget accounts to cover the cost of these charges and / or anticipated costs prior to year-end, and

WHEREAS, excess fund balances exist in other budget accounts in the 2020 Budget in the last two months of the calendar year of 2020; and

WHEREAS, it is the recommendation of the Chief Financial Officer that transfer be made to cover the expenses and anticipated needs of various areas of operation, and

WHEREAS, N.J.S. 40A:4-58 allows transfers to be made from unexpended balances to those which are expected to be insufficient during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Alexandria, in the County of Hunterdon, State of New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfers as listed in the resolution be made between the 2020 Budget Appropriation as follows:

	<u>FROM</u>	<u>TO</u>
Municipal Web Site O/E	\$2,750.00	
Financial Administration O/E		\$2,750.00
TOTAL:	\$2,750.00	\$2,750.00

Roll Call:

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		Plumer	X			
X		Pfefferle	X			
	X	Kiernan	X			

- 2020-0136 Purchase of Computer Hardware, Software, and Installation at the Municipal Offices

**RESOLUTION 2020-136 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY TO PURCHASE UPGRADED COMPUTER HARDWARE,
SOFTWARE, AND INSTALLATION**

WHEREAS, the Township of Alexandria has contracted with Princeton Computer Support, Inc., 3490 US Route 1, Building 15 E, Princeton, NJ 08540 for Township IT Services, and;

WHEREAS, it has been determined that the Township needs updated server hardware and an operating system that will comply with current Microsoft standards and increase workflow process efficiency by using up to date technology, and;

WHEREAS, Princeton Computer Support, Inc. has provided a quote for said computer hardware, software, and installation in the amount of \$11,465.00 as per the attached quote.

WHEREAS, due to Covid-19 the municipal operations need to support remote capabilities for employees and residents and that these computer hardware, software

and installation costs can be covered and reimbursed under the Cares Act up until December 31, 2020.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Township of Alexandria, County of Hunterdon, State of New Jersey authorizes the following:

- 1.) Computer Hardware, Software, and Installation as per the attached quote from Princeton Computer Support, Inc. in the amount \$11, 465.00.
- 2.) The Township CFO to certify that monies not to exceed \$11,500.00 will be made available to cover costs associated with this purchase.

ENGINEER'S REPORT:

Township Committee reviewed the attached Engineer's report from Township Engineer Decker.

APPROVAL OF MINUTES:

- November 11, 2020 Township Committee
- November 11, 2020 Executive Session

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve the above meeting minutes.

Roll Call: Aye: Kiernan, Pfefferle, Plumer

Nay: None

Abstain: None

Motion Carried

BILL LIST:

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve the November 11, 2020 bill list.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

PUBLIC COMMENT ON GENERAL MATTERS:

None

CORRESPONDENCE/ANNOUNCEMENTS:

- The Alexandria Township Re-Org meeting is scheduled for Wednesday, January 6th at 7:35 PM.

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to go into Executive Session. (8:01 PM)

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Open Public Meetings Act RESOLUTION- Executive Session

WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

_____ A confidential or excluded matter under Federal or State Law or Court Rule.

_____ A matter involving information that may impair the Township's rights to receive funds from the United States Government.

_____ A matter constituting an unwarranted invasion of an individual's privacy rights.

 X _____ Collective Bargaining Agreement or negotiation of the Agreement.

DPW Contract

_____ Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.

_____ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.

 X _____ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.

DPW Truck

Alexandria Overlook

 X _____ Matters falling within the attorney-client privilege.

Beneduce Vineyards

Township Engineer/Palmyra Farms

____ Personnel matters involving a specific employee or officer of the Township.

____ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.

3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately.

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to return to Public Session

(9:14 PM).

Roll Call: Aye: Plumer, Kiernan, Pfefferle

Nay: None

Abstain: None

Motion Carried

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to authorize Twp. Atty. Dragan to continue discussions with Hoover Trucks and Henderson pertaining to the DPW truck cancellation.

Roll Call: Aye: Plumer, Kiernan, Pfefferle

Nay: None

Abstain: None

Motion Carried

• ***The following matters were discussed in Executive Session:***

- Alexandria Overlook

The Township does not have money left in this year's budget for an Engineer and will need to appropriate funds in next year's budget for an Engineer to look into this matter as the current Township Engineer has a conflict. The Township will continue to discuss the matter in January and noted that if Alexandria Overlook would like to accelerate the process, they can place money into an escrow for a Township Engineer to review the matter.

- Beneduce Vineyards

Township Committee will not proceed with site plan determinations as it will be reverted to the Land Use Board but the CADB should rule on the use.

- DPW Contract

Township Clerk/Administrator Bobrowski will draft the DPW contract with changes agreed upon by the Township Committee and the DPW.

- DPW Truck

Hoover is offering to replace the truck and will reimburse Henderson for the equipment that was installed on the truck. The new truck specs should be reviewed by the Township Committee as well as approve the contract. DPW Foreman Heiser should specify what he wants regarding the new truck and put it in writing. The Township Committee recommended that DPW Chair Kiernan and DPW Foreman Heiser reach out to the County to review the new truck specs.

- Conflict Engineer

Township Committee will appoint a Conflict Engineer at Re-org to review a Stormwater Management Application for Palmyra Farms. An escrow account will be established by Palmyra Farms to pay for the Conflict Engineer services.

MOTION TO ADJOURN

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adjourn at 9:17 PM.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 9:17 PM.

Respectfully Submitted:

Michele Bobrowski, CMC/RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of December 9, 2020 and certify that said Minutes were approved by the Township Committee on the 13th day of January 2021.

Gabe Plumer, Mayor

